



ARIZONA BOARD OF OCCUPATIONAL THERAPY EXAMINERS

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Regular Session Minutes

March 12, 2010

Board Members Present: Rebecca Grabski, OTA, Chair
John Tutelman, Vice – Chair, Public Representative
Laura Beckman, OTR Member
Christine Rosenberg, OTR Member
Deborah Devine, Public Representative

Board Members Absent:

Staff Present: Wendy H. Hammon Executive Director
Christie Van Wormer, Administrative Assistant

Legal Representative: Montgomery Lee, Assistant Attorney General

Call to Order

The regularly scheduled meeting of the Arizona State Board of Occupational Therapy Examiners was called to order at 1:32 p.m. Rebecca Grabski, Vice Chair presiding.

Roll Call

All Board members were present.

Approval of Minutes

Regular Session Minutes of December 4, 2009

John Tutelman moved to approve the minutes as presented. Deborah Devine seconded the motion and it passed 5-0.

Regular Session Minutes of January 8, 2010

John Tutelman stated a need to make a slight correction to page 4. Deborah Devine moved to approve the minutes with the noted change. Laura Beckman seconded the motion and it passed 5-0.

Regular Session Minutes of February 5, 2010

Rebecca Grabski noted that the titles of the Board needed correction and that the last names of two individuals needed to be capitalized. Deborah Devine moved to approve the minutes with the changes noted. Christine Rosenberg seconded the motion which passed 5-0.

Declaration of Conflicts

No declarations were made.

Review Meeting Schedule

After some discussion and the disclosure that there is a conflict for some Board members, the April Board meeting was changed to April 16, 2010. The May 14th Board meeting will remain as scheduled.

a. Initial Review of Complaints

There were no initial reviews for this Board meeting.

b. Complaint Action Status Report

Matthew Strang, 09-OT-4134 – Mr. Strang submitted classes proposed to complete the requirement of his consent agreement. After reviewing the documents, Christine Rosenberg moved to accept the classes submitted. Deborah Devine seconded the motion and it passed 5-0.

Shannon Brown, 08-011-C – Ms. Brown submitted a class to be considered. After discussion it was determined that the class would meet part of the requirement. Discussion also included that Ms. Brown's probation is up on March 24, 2010 and questions of procedure were posed to the Board's legal counsel. Legal counsel advised that the Board should take up the matter at the April Board meeting once the current consent agreement had lapsed. John Tutelman moved to approve the class submitted as fulfilling 1.5 of the 10 hours required. Laura Beckman seconded the motion and it passed 5-0.

Susan Nesbit, 09-OT-4090 - Ms. Nesbit is in receipt of the revocation document and nothing further has been heard from her regarding her right to appeal. Her time for submitting an appeal will run out on March 24, 2010.

Nicole Kell, 09-OT-4332 – Ms. Kell and her legal representative were present. Ms. Kell's legal counsel presented the Board with a counter offer of a consent agreement. After some initial discussion, Rebecca Grabski moved to accept the counter offer. Deborah Devine seconded the motion for the purpose of discussion of the offer. A vote was taken which resulted in 1 aye and 4 nay votes. The motion failed and discussion ensued. At 3:00 p.m. Rebecca Grabski moved to go into executive session. Deborah Devine seconded the motion and it passed 5-0. Public session resumed at 3:10 p.m. John Tutelman moved to conclude the informal hearing and accept the findings of fact and conclusions of law contained in the Board's document. Deborah Devine seconded the motion and it passed 5-0. After further discussion John Tutelman moved to accept the Board's consent agreement and Deborah Devine seconded the motion. Additional discussion ensued and Mr. Tutelman withdrew his motion. It was then determined that

the attorney for Ms. Kell would incorporate the guidance provided by the Board and prepare the consent agreement which would be reviewed by staff and legal counsel for the Board. If consistent with the guidance provided by the Board the consent agreement would be executed.

Patricia Mezey, 09-OT-0262 – Ms. Mezey has obtain legal counsel who requested a continuance. Staff conferred with legal counsel for the Board and the Board Chair who agreed to this continuance. Therefore, this matter will be heard at the April Board meeting.

Carlina Cuttler, 10-OT-0097 – It was noted that a new complaint was received against Carlina Cuttler which will be heard in April. There was a brief discussion regarding the fact that Ms. Cuttler is up for renewal but has this complaint filed against her which has similar circumstances, revealed as a result of a review of her file, as those of another complaint previously submitted. Legal counsel advised that this matter should be handled in April and be separate from her renewal. He also advised that the facts of her prior discipline could not be considered when discussing the current complaint but that the discipline from the prior incident could be considered should the current complaint be found to have merit.

Substantive Review, Discussion, and Vote Re: Applications for Licenses as Follows:

a. Initial Application

Annice Baldwin	Laurie Collister	Kim Dlugosz	Lane Futrell
Kelly Hall	Cindy Hinrichs	William Johnson	Michael Laper
Stacy Lennon	Kristi Maddock	William Manns	Vanessa McCarthy
Ann Pitchford	John Poquette	Christopher Rose	Amaryllis Sanchez
Hazel Shipman	Dolores Strahl		

John Tutelman moved to approve the initial applications. Deborah Devine seconded the motion and it passed 5-0.

b. Renewal of Licenses

Jerolyn Allen	Kathleen Anderson	Roberta Anderson	Jacob Andrews
Dorothy Bailey	Sandra Barkyoumb	Dawn Barnier	Susan Barrett
Julie Barth	Jan Becker	Lisa Beckman	Janice Bellezza
Kay Benjamin	Jean Bennett	Jona Benschoter Riddle	Nancy Berheim
Bernard Biggers	Elizabeth Bishop	Doris Blakes- Greenway	Stacy Brink
Barbara Brown	Katherine Burhop	Ann-Christin Carlsson-Hyatt	Tracy Carrier

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Michele Carroll	Angela Cassidy	Jennifer Caywood	Joseph Christ
Ariel Coffey	Betsey Connelly-Henry	Juan Corona	Janice Croll
Janet Crowl	Louise Cudzilo	Froma Cummings	Sherry Cummings
Carlina Cuttler	Linda Dave	Monica Deleon	Selah Delgado
Shefali Desai	Jamelle Diehl	Ann Disilvestro	Karen Driscoll
Nancy Dryden	Christina Dusek	Patricia Elliot	Yolanda Esquivel
Susan Feller	Sharon Ferrari	Laurie Ferreira	Jennifer Fiero
Elizabeth Fortine	Amy Fulton	Tami Furgerson	Dan Furlone
Cindy Gailey	Amy Gallagher	Rachel Garr	Mary Gaytan
Ellen Gefter	Sonda Gilbert	Theresa Gilliam	Sharon Gingras
Meryl Glenn	Roxana Goudelock	Frances Graffeo	Marcia Graham
Joleen Gries	Patricia Hageman	Heather Hamlin	Sandra Hammerschmidt
Donna Hannah	Melissa Hardy	Emily Harris	Katharine Harris
Lisa Harris	Bradley Heal	Diana Henry	Marleen Herro
Christina Hing	Carol Hohman	Janice Houghland	David Hudson
Mark Hyland	Mary Hymen	Greta Irwin	Ignadali Isenia
Yolanda Jackson-Reid	Kimberly Jerdee	Lori Johnson	Peggy Johnson
Mary Anne Johnston	Betty Jones	Christine Jones	Kristin Juhas
Barbara Kapp	Dolores Keech	Nicole Keefe	Lynda Keegan-Kuglitsch
Susan Kime	Danny Kissinger	Marsha Klein	Brenda Knippenberg
Suzette Konakis	Gwen Kooi	Anita Kratzer	Mary Lou Lamb
Jayne Lancaster-Fisher	Geraldene Larrington	DeeAnn Lett-Neal	Rebecca Lindstrom
Michele Lonning	Judy Lubbers	Carol Luhman	Mary Ellen Machain
Margaret Mack	Bonnie Maginn	Karen Malley	Kristine Marable
Tracy March	Susan McDonnell	Wendi McDowell	Sheila McHale Alvares
Debra Mcsweeney	William Michaels	Marci Miller	Cherie Miller-Gray
Nancy Moeller	William Morrison	Christine Muhleman	Margaret Murphy
Amy Murray	Michael Natoli	Shelly Nestor	David New
Deborah Newsom	Jennifer Nordine	Alexis Ortega	Nancy Ossman
Grace Overcash	Mara Owens	Murray Palmer	Jennifer Parsons
Joan Peet	Delma Perez	Lacy Petersen	Lora Pirzynski
Jill Pleasant	Mary Potter	Irene Radillo-Diaz	Patricia Rafferty
Mario Ramos	Colleen Reinboldt	Roger Reyes	Jeanne Rodriguez
Leslie Romanchick	Dawn Romero	John Romero	Erin Roseman
Linda Rudd	Jeanette Runnings	Ellen Russell	Maureen Russell
Amber Rutt-Shepard	Amy Ryan	Karen Ryan	Susan Sage Bartlett
Sue Sample	Natalie Sanchez	Edwinna Schrum	Kristin Schult

Beth Schumacher	Dorothy Schwab	Lynda Schwartz	Karen Schwarz
Susan Scott	Patti Scudder	Beverly Sector	Kristen Severance-Griffin
Constanza Shaffer	Pamela Sheean	Mary Sheely	Julie Siegfried
Nancy Sklar	Cecelia Skotak	Andrea Slabaugh	Charlene Snipes
Sherri Sones	Rebecca Stanislaw	Mary Stepler	Sandra Stern
Susan Stockdell	Collette Stockton	Pere' Summers	Rhonda Swihart
Margaret Taylor	Lisa Tellefsen	Vanessa Terrazas	Rosann Thomas
Judy Thuenen	Cheryl Tobin	Anne Townsend	Patricia Trossman
Judy Tutalo	Christine Vaaler	Mary Van Sant	Mary Vanderworp
Donna Varbero	Kristine Vasquez	Nancy Verville	Dena Vettor
Mary Voytek	Linda Walker	Lori Walter	Debra Waxman
Susan Webb	Sara Weber	Nanci Wechsler	Electra Weyker
Noelle White	Tara Wigal-Wertsching	Carolyn Williams	Susanne Wilson
Patricia Winterbottom	Judith Yancer	Marilyn Zindel	Nicole Zurawski

John Tutelman moved to approve the renewal applications. Deborah Devine seconded the motion which passed 5-0.

c. Limited Permits

Melissa Brissette	Carrie Downs	Cindy Lawson	
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Deborah Devine moved to approve the limited permit applications. Laura Beckman seconded the motion and it passed 5-0.

Review, discussion and Possible Action on Administrative Matters

a. Revenue and expenditure report

The Board reviewed and discussed the revenue and expenditure report. It was noted that the personal services cost for retiree accumulated sick leave that had been charged to the agency erroneously has been transferred out. There was also a brief discussion regarding the budget and projection of the budget.

b. Administrative Project Status Report

The Board reviewed and discussed the Administrative Status Report

Board Members – Board staff have been contacted by the Governor's Office and as a result was able to tell the Board that movement on seeking new board members appear to be underway.

Policies and Procedures – Staff have begun working on the standard operating procedures as requested by the board.

COTA question – The Board was asked to review the question from a COTA with regard to performing a pre-discharge home visit. The Board discussed this at length with Ms. Beckman providing guidance given her experience in this arena. The determination by the Board is that a COTA may conduct a home safety visit based on the evaluation information and guidance provided by the OT. However, the COTA should have the appropriate education and training to conduct the home safety visit. Additionally, if the COTA does not feel they have the appropriate training and education they should inform the OT of this fact and the OT should take it under advisement prior to authorizing such a visit.

c. Agency Operations and Staffing

i. Other items as may be needed – Rebecca Grabski stated that she had been contacted by Geri DeWaard regarding her plaque and that the time of service is incorrect. The executive director related that the time use was based on the official document from the Governor's office relating to Ms. DeWaard's appointment to the Board. The Chair asked Ms. Hammon to call Ms. DeWaard and discuss it.

Other Board Business

No other business was discussed.

Agenda items for next month's meeting – if any.

The Board requested that a leave and absence policy and procedure be drafted and also a policy and procedure on handling money.

Call to the Public

A call for public comment was issued by the Board with no response.

Adjournment

The meeting adjourned at 4:35 p.m., there being no further business before the Board.

Respectfully submitted,

Wendy H. Hammon
Executive Director